



## RENAL SPECIALIST TRANSPLANT NURSE BAND 6

INFORMATION FOR CANDIDATES

## ABOUT THE TRUST

The Shrewsbury and Telford Hospital NHS Trust (SaTH) is the main provider of acute hospital services for around half a million people in Shropshire, Telford & Wrekin and mid Wales.

Encompassing some of the most picturesque parts of England and Wales, the Trust's catchment stretches from the Cambrian Mountains in the west, to Newport and the fringes of the Black Country in the east.

The main towns include: Bridgnorth, Ludlow, Market Drayton, Oswestry, Shrewsbury and Whitchurch (in Shropshire); Newport, Telford and Wellington (in Telford & Wrekin); and Newtown and Welshpool (in Powys) – all beautiful and unique.

Our main service locations are The Princess Royal Hospital (PRH) in Telford and The Royal Shrewsbury Hospital (RSH) in Shrewsbury which are located 20 minutes drive apart. Together they provide 99% of our activity. Both hospitals provide a wide range of acute hospital services including accident & emergency, outpatients, diagnostics, inpatient medical care and critical care.

We also provide services such as consultant-led outreach clinics at Telford, the Robert Jones and Agnes Hunt Orthopaedic Hospital, Gobowen and the Bridgnorth, Ludlow and Whitchurch Community Hospitals.

We employ more than 6,000 people, and hundreds of colleagues and students from other organisations also work in our hospitals. We benefit from around 1,000 wonderful volunteers, and our main charitable partners are the League of Friends at The Royal Shrewsbury Hospital, Friends of The Princess Royal Hospital, and the Lingen Davies Cancer Appeal which is based at The Royal Shrewsbury Hospital.



## OUR VISION AND VALUES

The Shrewsbury and Telford Hospital NHS Trust is an organisation that strives to provide high quality, safe care for our patients in an environment which our staff are proud to work in

### Our Vision:

“To provide excellent care for the communities we serve”

### Our Values:



## OUR VISION

We believe that by adhering to our Vision and working with our Values in mind we can behave in a way which will ensure the right results for the people that matter most – our patients and their families.

## OUR VALUES

Our Trust Values provide a guide for our daily lives which we are all expected to uphold, both at work and when we are representing the Trust.

Our Values were developed by staff and our patients, so they represent what is important to us within the organisation and the way we should all behave towards patients, carers, visitors, partners and each other.

You will see our Values throughout the Trust; they are not just words on a page, they represent what we are about here at SaTH. We want patients and their families to say that the care and service they receive from all of us is consistently high-quality, safe, effective, and personalised, so the feelings behind the Values shouldn't come as a surprise to anyone working in the NHS.

The reason why it is important that they are clearly written down is, so we all know what's expected, and none of us are surprised if we are asked to explain any unacceptable behaviour. Ultimately, if we follow our Values, we will provide services that are better for our patients and better for each other.

## A MESSAGE FROM OUR CEO

Thank you for your interest in this role.

Our Trust's Vision is to provide excellent care for the communities we serve. We are striving to provide high quality, safe care for our patients in an environment which our colleagues are proud to work in.

We are looking for an inspiring, motivated individual who demonstrates our values, and who can provide clear vision and direction as we continue to move forward.

You will know that our Trust is on an improvement journey. Our recent Care Quality Commission inspection demonstrates that we are making progress towards our aim of Getting to Good, despite the challenges of a pandemic. We also know that we have more to do and that we must sustain the changes if we are to keep on improving. We are wholeheartedly committed to this and have plans in place to support this including our exciting Hospitals Transformation Programme. This will support the reconfiguration of where and how we deliver our services and the modernisation of our facilities and infrastructure, so that we can deliver better quality care for all of our communities.

It is a really exciting time to be a part of our Trust. I hope that you will join us to help steer and support us on our journey.

*Louise Barnett*

Louise Barnett  
CHIEF EXECUTIVE OFFICER

## A MESSAGE FROM OUR DIRECTOR OF NURSING

Thank you for your interest in this role.

Our Trust's Vision is to provide excellent care for the communities we serve. We are striving to provide high quality, safe care for our patients in an environment which our colleagues are proud to work in.

Here at SaTH we strive to provide excellent care for our communities, and nursing is an integral part of our workforce to enable this to be achieved.

The role of a nurse is incredibly rewarding. As nurses we are often a source of great comfort and hope to patients during some of life's most pivotal moments, and you could play your part in that journey.

I have been a nurse for 30 years and every day I see the dedication and commitment our nurses show. When you join our team, you will be given the support, guidance and opportunities to develop and flourish here at SaTH.

*Hayley Flavell*

HAYLEY FLAVELL  
DIRECTOR OF NURSING

# COLLEAGUE BENEFITS

## GENERAL

27 days annual leave entitlement at joining, increasing with length of service, plus 8 bank holidays

Flexible working policies

Generous maternity pay and 2 weeks full pay paternity leave

Colleague recognition scheme and long service awards

Option to buy and sell additional annual leave

Greener travel initiative, including cycle to work scheme and lift share

Childcare information and support available, including onsite nurseries

Discounted bus passes with Arriva

## FINANCIAL

Access to various local and national discounts via various external websites

- Blue Light Card
- Health Service
- Discounts NHS

Salary sacrifice schemes for home electronics and bikes

Generous Pension scheme

Access to a financial support booklet

Pre-retirement courses

Free Will writing service

Savings and Loan schemes

## HEALTH AND WELLBEING

### PSYCHOLOGICAL SUPPORT

- Coaching
- Mental Health First
- Aiders Chaplaincy

### PHYSICAL SUPPORT

- Fast track physiotherapy service Free
- eye test vouchers

### HEALTHY LIFESTYLES AND EMOTIONAL SUPPORT

- Slimming World referral scheme Staff
- cervical screening service Long Covid support
- Access to wellbeing/rest rooms
- Menopause support including advocates, webinars, toolkits, clinics, and bi-monthly meet ups Men's
- Health - Bi-monthly forums and men's MOT
- Sleep School Wellbeing Support

Discounts with local gyms

## LEARNING AND DEVELOPMENT

### COACHING AND MENTORING

Opportunities to grow, develop and perform at your best

### LEADERSHIP ACADEMY

Leadership and management training for all levels of staff

### ACCESS TO ELEARNING COURSES

Many eLearning modules to learn from with access available at home

### APPRENTICESHIPS

There are a growing number of apprenticeship opportunities at SaTH across all disciplines

Secondment and acting-up opportunities

Support to complete qualifications such as NVQ, Masters etc. whilst on the job



## JOB DESCRIPTION

<b>Job Title</b>	<b>Renal Transplant Specialist Nurse</b>
<b>Band</b>	<b>6</b>
<b>Directorate</b>	<b>Service Delivery Directorate</b>
<b>Accountable to</b>	<b>Renal Matron</b>
<b>DBS Required?</b>	<b>Enhanced</b>

## JOB OVERVIEW

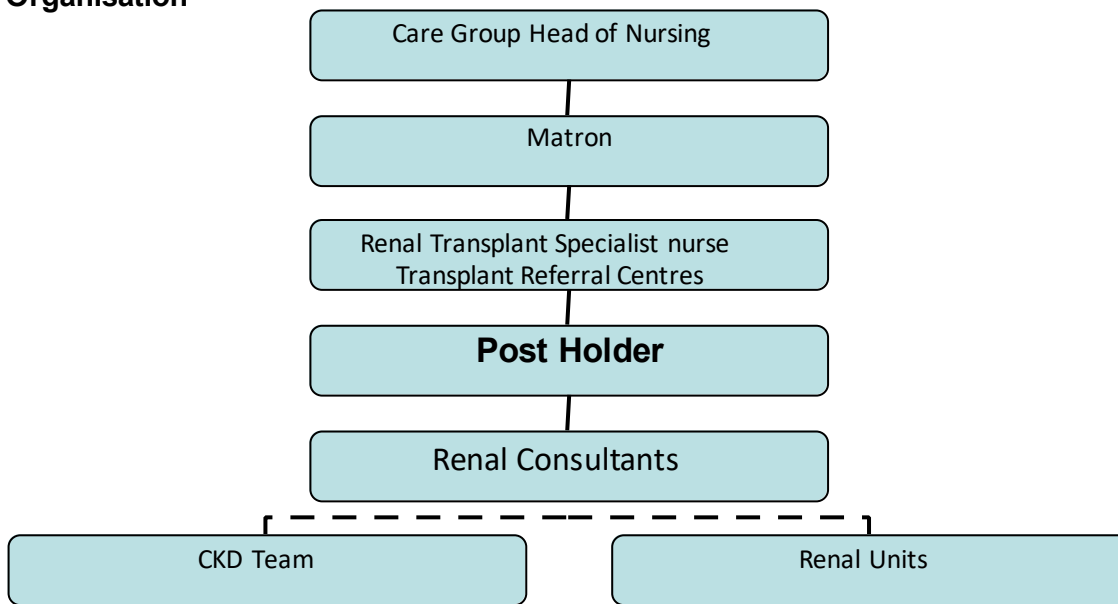
The postholder will provide a service for patients prior to renal transplantation. They will be responsible for:

- Timely listing of patients on the cadaveric transplant list.
- Improving living kidney donor transplantation within the trust and increasing pre-emptive transplantation.
- Identifying and work up of living kidney donors.
- Working closely with the pre dialysis team to improve pre-emptive renal transplant numbers.

- The post holder will address the specific needs of these patients and work with the transplant teams at the transplant referral centres.
- Point of contact for transplanted patients within our trust. □ Post transplant care.

They will assist in the development & reviewing of transplant policies and will ensure the efficient and effective utilisation of resources to deliver optimum quality care. They will be responsible for the education, teaching and updating of patients, staff, and junior Doctors within the Renal Service. The post holder will work flexibly to meet the needs of the service.

## Organisation



## CLINICAL RESPONSIBILITIES

- Work in collaboration with consultant nephrologists at SATH, and transplant co-ordinators at our transplant referral centres.
- To be a competent practitioner, leading innovation and demonstrating clinical expertise. The postholder will act as a resource and advisor in their area of expertise to colleagues in other wards and departments throughout the Trust.
- To identify potential donors for assessment for renal transplantation and improve live donor kidney transplant numbers. To identify CKD patients at an early stage and start the transplant listing investigations and education in order to achieve timely listing on the cadaveric transplant waiting list as appropriate, in accordance with the national requirements of transplant listing.



- To liaise with nurses in low clearance and dialysis clinics for the specific purpose of the assessment and co-ordination of individuals for protocol led work-up for renal transplantation, ensuring contact details are up to date, that investigations, cardiac work-ups and blood samples have been taken and forwarded to relevant departments.
- Liaise with patients and relatives regarding the process for contacting either the transplant nurses at Shrewsbury and Telford Hospitals or the Transplant co-ordinators at referral centres.
- To update and maintain the transplant database on a regular basis. Take responsibility for performing regular audits of transplant service and ensuring the Renal Association Recommendations are met.
- Ensure collaborative working relationships and effective communication between all members of the multi-disciplinary team at SATH and referral centres. Undertake direct referral to medical staff for consultation, and other support workers.

Be instrumental in establishing, implementing and maintaining evidence-based care pathways to facilitate effective cadaveric transplant listing and live donor transplant work-up. Take responsibility for writing and updating policies and procedures related to transplantation workup.

- Lead on nurse led pre transplantation clinics and ensure completion of pre transplant clinical assessment. This will include:
  - Ensuring contact details up to date
  - Investigations are booked, i.e., ECG`s and cardiac work ups.
  - Blood samples have been taken and forwarded to relevant laboratories and departments. Patients and relatives are aware of the process for contact regarding transplant.
- To review patient results, in accordance with agreed protocols and liaise with Consultants regarding results and treatment plan.
- To develop nurse led post transplantation clinics.

## SPECIFIC CLINICAL RESPONSIBILITIES

- Instigation and interpretation of pathology investigations including acting on interpretation of results by taking appropriate action or referral to medical staff.
- Attend monthly renal forum meetings and renal unit staff meetings to provide updates on any progress or problems within your area.
- Where appropriate interpret and present clinical information to patients and their relatives, demonstrating highest levels of interpersonal and communication skills and ensure that patients and their carers have sufficient relevant verbal and written information during the patient's stay.

- To demonstrate sensitivity in dealing with complex and confidential information from patients, families, and colleagues, giving advice and support when necessary. Respond appropriately to the information given.

## EDUCATION, PROFESSIONAL DEVELOPMENT AND TRAINING

- Manage own caseload in relation to recipient transplant waiting list, communicating information accurately and effectively. Liase with transplant link nurses in the main unit, satellite units and the transplant co-ordinators at UHB, Cardiff and other transplant units.
- To participate in the supervision, training and effective mentorship of the transplant link nurses within the renal unit at SATH.
- To develop & review transplant policies and update staff and patients accordingly.
- To develop and review information leaflets for patients, families and carers.
- To attend annual Transplant First Project.
- Nurse lead for Transplant First Project.
- To facilitate regular information seminars where potential kidney donors, recipients and family can meet in an informal group to gain information about transplantation.
- To be responsible for the education, teaching and updating of patients, staff and junior Doctors within the Renal Unit.
- Ensure adherence to the British Transplant Society and Renal association guidelines.
- To have or be willing to undertake the Nurse Prescribing Course.

## RESEARCH AND AUDIT

- Together with the Operational Manager / Modality Sister / Charge Nurse develop standards of care and participate in ongoing research, audit and projects.
- To promote and disseminate relevant research findings to support clinical practice and education within the department.
- To participate in developing systems for assessing the user's views on the quality of services provided and for involving patients relatives and their representatives in the planning and development of services.
- To undertake a patient survey relating to various stages of the transplant pathway to be able understand patient priorities and evaluate the service provision.
- To undertake yearly audit of transplant data

## USE OF INFORMATION

- To organise, record and report all the required investigations and monitor ensure that patient's details and blood results are input onto the renal database, and it is kept up to date.
- Professionally share information whilst maintaining living donor confidentiality.

- To be conversant in the use of electronic communication systems, personal computer systems, normal office equipment and Trust PAS system.
- To keep accurate and contemporaneous records and ensure others maintain these in accordance with both Trust and national standards.



## PERSON SPECIFICATION

The following pages contain a description of the qualifications, skills, experience, knowledge and other attributes a candidate should ideally possess to successfully perform this role.

# QUALIFICATIONS

ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> <li>• Registered Nurse</li> <li>• Post registration relevant renal experience.</li> <li>• Evidence of continuing professional development.</li> <li>• High level clinical skills and renal knowledge.</li> <li>• Teaching ability</li> <li>• An awareness of national renal guidelines.</li> <li>• Good computer and IT skills</li> </ul>	<ul style="list-style-type: none"> <li>• Evidence of co-ordinating, managing and leading the team.</li> </ul>

# EXPERIENCE AND KNOWLEDGE

ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"> <li>• Knowledge of current professional issues.</li> <li>• Excellent communication and interpersonal skills.</li> <li>• Strong leadership skills.</li> <li>• Positive attitude to change with proven ability to assist staff in the implementation of change and practice development.</li> <li>• Understanding of use of audit in a clinical setting.</li> </ul>	<ul style="list-style-type: none"> <li>• Understanding of the Transplant listing process and testing requirements.</li> </ul>

## SKILLS

ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"><li>• Ability to act as a positive role model to other members of the team.</li><li>• Strong team worker.</li><li>• Flexible and adaptable in approach.</li></ul>	

## OTHER

ESSENTIAL	DESIRABLE
<ul style="list-style-type: none"><li>• Ability to drive for cross site working.</li><li>• Flexible working</li></ul>	

## GENERAL CONDITIONS

As they undertake their duties, all our people are required to uphold and demonstrate the Trust's core values of: Partnering, Ambitious, Caring and Trusted. Collaboration and partnership are also central to our approach in delivering our fundamental activities of patient care, teaching, and research.

## HEALTH & SAFETY

As an employee of the Trust, you have a responsibility to:

- take reasonable care of your own Health and Safety and that of any other person who may be affected by your acts or omissions at work; and

- co-operate with the Trust in ensuring that statutory regulations, codes of practice, local policies and departmental health and safety rules are adhered to; and
- not intentionally or recklessly interfere with or misuse anything provided in the interests of health and safety

## INFECTION PREVENTION AND CONTROL (IPC)

The prevention and management of acquired infection is a key priority for the Trust. As an employee of the Trust, you have a responsibility to:

- ensure that your work methods are compliant with the Trust's agreed policies and procedures and do not endanger other people or yourself; and
- be aware of infection prevention and control policies, practices, and guidelines appropriate for your duties and you must follow these at all times to maintain a safe environment for patients, visitors and colleagues; and
- maintain an up-to-date knowledge of infection prevention and control, policies, practices, and procedures through attendance at annual mandatory updates and ongoing continuing professional development; and
- challenge poor infection prevention and control practices of others and to report any breaches, using appropriate Trust mechanisms (e.g. incident reporting policy)

## INFORMATION GOVERNANCE

The Trust is committed to compliance with Information Governance standards to ensure that all information is handled legally, securely, efficiently, and effectively. You are required to comply with the Trust's Information Governance policies and standards.

- Confidentiality and Security - Your attention is drawn to the confidential nature of information collected within the NHS. Whilst you are employed by the Trust you will come into contact with confidential information and data relating to the work of the Trust, its patients or employees. You are bound by your conditions of service to respect the confidentiality of any information you may come into contact with which identifies patients, employees or other Trust personnel, or business information of the Trust. You also have a duty to ensure that all confidential information is held securely at all times, both on and off site.
- Disclosure of Information - To ensure that information is only shared with the appropriate people in appropriate circumstances, care must be taken to check the recipient has a legal basis for access to the information before releasing it. Upon leaving the Trust's employment and at any time thereafter you must not take advantage of or disclose confidential information that you learnt in the course of your employment, to protect yourself and the Trust from any possible legal action.
- Information Quality and Records Management - You must ensure that all information handled by you is accurate and kept up-to-date and you must comply with the Trust's recording, monitoring, validation and improvement schemes and processes.

# PROFESSIONAL STANDARDS AND PERFORMANCE REVIEW

As an employee of the Trust, you have a responsibility to:

- participate in continuous personal development including, statutory and mandatory training as appropriate for the post; and
- maintain consistently high personal and professional standards and act in accordance with the relevant professional code of conduct; and
- take responsibility for the maintenance and improvement of personal and professional competence and to encourage that of colleagues and subordinates

# SAFEGUARDING CHILDREN AND VULNERABLE ADULTS

We all have a personal and a professional responsibility within the Trust to identify and report abuse.

As an employee of the Trust, you have a responsibility to ensure that:

- you are familiar with and adhere to the Trusts Safeguarding Children procedures and guidelines
- you attend safeguarding awareness training and undertake any additional training in relation to safeguarding relevant to your role

# SOCIAL RESPONSIBILITY

The Trust is committed to behaving responsibly in the way we manage transport, procurement, our facilities, employment, skills, and our engagement with the local community so that we can make a positive contribution to society. As an employee of the Trust, you have a responsibility to take measures to support our contribution and to reduce the environmental impact of our activities relating to energy and water usage, transport and waste.

# CONTINUOUS IMPROVEMENT

The Shrewsbury and Telford Hospital NHS Trust is committed to creating a culture that puts Continuous Improvement at the forefront of our transformational journey and our aim is to empower colleagues at all levels have the confidence, capability, passion, and knowledge, to test changes and make improvements at SaTH and in the communities we serve.

Following a successful five-year partnership with the Virginia Mason Institute in the USA, SaTH



continues to further develop and embed the Trust's approach to Continuous Improvement at all levels of the organisation. You will be supported by an Improvement Hub, which will provide the necessary expertise to support you make improvements, while also providing training at various stages of your time at SaTH, as part of your continuing professional development.

## EQUAL OPPORTUNITIES AND DIVERSITY

The Shrewsbury and Telford Hospital NHS Trust is striving towards being an equal opportunities employer. No job applicant or colleague will be discriminated against on the grounds of race, colour, nationality, ethnic or national origin, religion or belief, age, sex, marital status or on the grounds of disability or sexual preference.

Selection for training and development and promotion will be on the basis of an individual's ability to meet the requirements of the job.

The Shrewsbury and Telford Hospital NHS Trust the post-holder will have personal responsibility to ensure they do not discriminate, harass, bully, or contribute to the discrimination, harassment or bullying of a colleague or colleagues, or condone discrimination, harassment or bullying by others.

The post-holder is also required to co-operate with measures introduced to ensure equality of opportunity.

## NO SMOKING POLICY

There is a no smoking policy in operation within the Trust. Smoking within the Trust's premises or within the Trust's grounds is not permitted.

## MISCELLANEOUS

This job description is an outline of the key tasks and responsibilities of the post and is not intended to be an exhaustive list. The job may change over time to reflect the changing needs of the Trust and its services as well as the personal development.





## The Royal Shrewsbury Hospital

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[Getting to The Royal Shrewsbury Hospital](#)

## The Princess Royal Hospital

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Apley Castle

Telford

TF1 6TF

[Getting to The Princess Royal Hospital](#)